

COMMUNIQUE FROM THE CENTRAL ENROLMENT AUTHORITY
CONCERNING THE SECOND ENROLMENT PHASE
FOR THE 2020-2021 SCHOOL YEAR

EXCEPTIONAL ARRANGEMENTS FOR SUBMISSION OF APPLICATIONS
ON ACCOUNT OF THE CORONAVIRUS

In the current health context, measures are being introduced to allow enrolment and transfer applications to be submitted during the second enrolment phase in the best possible conditions and out of a concern to avoid non-essential social contacts.

Thus, the enrolment services of the five schools/sites in Brussels remain closed to the public and unable to acknowledge receipt of application files.

Consequently, in order to safeguard as far as possible both applicants for enrolment and the staff of the Schools, submission of enrolment and transfer applications by email will be allowed, starting from 11 May 2020 until further notice.

One application per pupil must be completed and sent to the enrolments secretariat of the first preference school, at the following email addresses:

EEB1 – Uccle: helene.evrard@eursc.eu

EEB1 – Berkendael: brk-enrolment@eursc.eu

EEB2: isabelle.overbergh@eursc.eu

EEB3: IXL-ENROLMENTS@eursc.eu

EEB4: gamze.galeli@eursc.eu

In so far as the enrolment forms are available in editable pdf format, only applications saved in that format will be accepted.

However, should the applicant not be able to print out the form to sign it before reconverting it into pdf, the application will be accepted without the original signature(s) of the legal representative(s) being required, provided that the legal representative(s), holder(s) of parental authority, declare(s) on his/her/their honour in an accompanying email that he/she/they expressly consent(s) to the application in question.

Please note that the documents to be attached to the enrolment application (see list on page J of the form) will need to be scanned and sent in pdf or jpg format **at the same time** as the duly completed enrolment form. No photographed document will be accepted.

In accordance with Article 2.23. of the Policy, during the second enrolment phase, the order in which applications will be dealt with will be determined sequentially, on the basis of the date and time of receipt of the **complete** application file.

As stipulated in Article 2.6. of the Enrolment Policy, the second enrolment phase will be open on the following dates:

- either from 11 May to 12 June 2020,
- or from 6 July to 17 July 2020,
- or from 17 August to 21 August 2020.

As stated in Article 2.10. of the Policy, applications submitted before or after the dates listed above will be inadmissible (unless expressly stipulated otherwise by the CEA).

This communication is being published on the European Schools' website and waives any obligation on the Central Enrolment Authority's part to send individual notifications to applicants.

On behalf of the Central Enrolment Authority
Giancarlo MARCHEGGIANO
President of the Central Enrolment Authority
Secretary-General of the European Schools

Brussels, 30 April 2020